

Edit service location options

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Edit Service Location Options

In order to configure your service location interface, please follow the steps

- 1. Click **Administration**.
- 2. In the Main Menu, click **Locations**.
- 3. Click **Service Locations**.
- 4. Click **Edit**.
- 5. In the **Display Format** field, select either **Name**, **Description** (default) or **Name and Description**.
- 6. Click **Change**.
- 7. In the **Show Inpatient Outpatient Status** field, select either **True** (default) or **False**.
- 8. Click **Close**.

Service Location Options	
Field	Description
Display format	Select from the drop down list.
Show Inpatient Outpatient Status	Select from the drop down list.